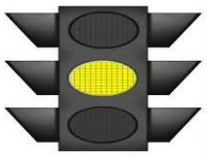
Hours Not Worked
Louisville Fire Department

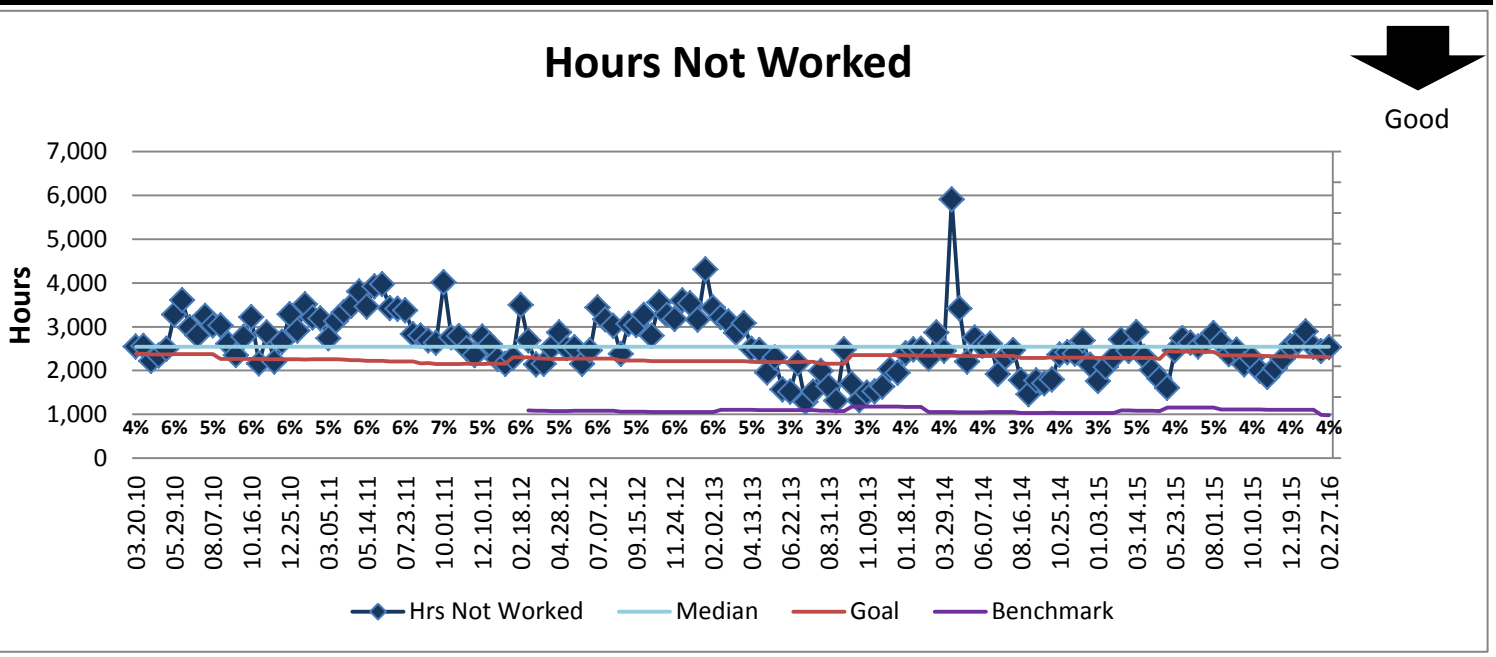
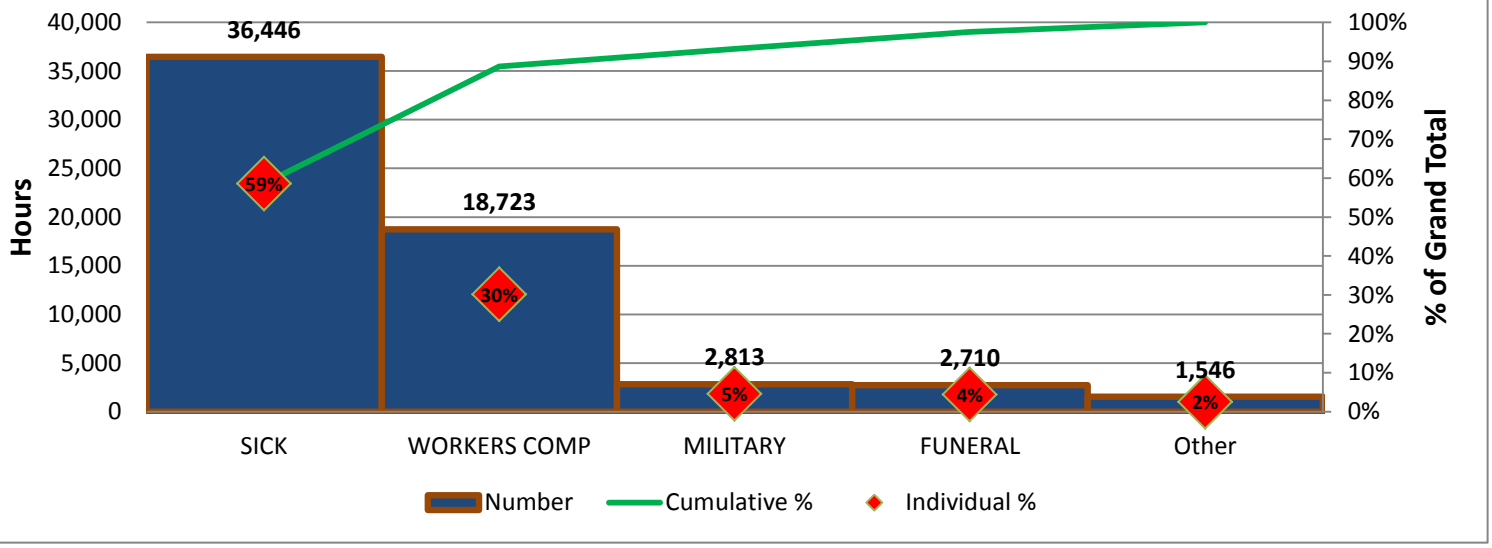
KPI Owner: Lt. Col. Adkisson | **Process: Time & Attendance**

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: CY 14, 56,212 Hours in a Year Goal: Reduce Hours Not Worked to no more than 4% of total Hours Worked Benchmark: Local Government Rate of 1.7%	Data Source: Payable Time PeopleSoft Goal Source: Scope Summary Benchmark Source: Bureau Labor Statistics	Plan-Do-Check-Act Step 3: Determine and quantify root causes Measurement Method: Total # of hrs per month employees were not at work performing normal job functions (excludes vacations & holidays), rate calculated by dividing by total standard hours Why Measure: Better understand culture impact on employee attendance Next Improvement Step: Target sick leave & hours lost due to work related illness. Determine how to count No Pay codes for performance.

How Are We Doing?

03.01.15-02.27.16 12 Month Goal	03.01.15-02.27.16 12 Month Actual		02.14.16-02.27.16 Goal	02.14.16-02.27.16 Actual	
61,126	62,237		2,313	2,533	
Hours	Hours		Hours	Hours	

Hours Not Worked



03.01.15-02.27.16 Pareto Analysis